

**Notice of Property Policy & Resources Committee meeting to be held on
4th August 2022 at 7pm
in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon.
Committee Members are summoned to attend for the purpose of transacting the
following business.**

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

If you have symptoms of an infectious respiratory illness, including Covid-19, please do not attend

AGENDA

WELCOME

- 1. Apologies and acceptance for absence**
To receive apologies previously submitted to the Clerk from members of the committee
- 2. Declarations of Interest and Dispensations**
(a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**. (In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)
(b) Clerk to report any written requests for dispensation in respect of items on this agenda.
- 3. To Approve of the Minutes**
To approve the minutes of the meeting held on 30th March 2022
- 4. Public Participation** (as permitted by Standing Order 3d & 5kxiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
- 5. To Receive Report into Meeting with Norfolk County Council Library Services to Discuss Barrier Protection for the Library**
- 6. Policy Review**
 - a) To Receive Report on Policy Review Schedule
 - b) To Review Policies as detailed in appendix A
- 7. Health and Safety**
 - a) To Consider Adoption of the Health and Safety Policy Manual
 - b) To Consider Adoption of Health and Safety Handbook
- 8. To Review Financial Reports (to 25th July)**
 - a) Balance Sheet
 - b) Ear Marked Reserves
 - c) Income and Expenditure
 - d) Budget
- 9. Hellesdon Community Centre Priorities (as agreed by full council on 12th July)**
To Consider Quotations for:

- a) **Cabling Groundworks on Driveway**
- b) **Kitchenette**
- c) **Storage Area**

- 10. **To Consider Request for a Dog Bin in the alley way between Drayton Wood Road and Woodland Road**
- 11. **To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the items 12 and 13 in view of the confidential nature of the business to be transacted**
- 12. **To Review Pension Provision and Associated Local Government Pension Scheme Pension Policy**
- 13. **To Consider Land Matter Valuation**
- 14. **Items for the next agenda and for other committees**
- 15. **To confirm the date, time and venue of the next meeting**

Faye LeBon Clerk to the Council

Dated 28th July 2022

Appendix A

Policies to be reviewed:

Accessibility to Information

CCTV

Complaints Policy

Customer Service Policy

Data Protection

Disability and Accessibility

Filming and Records

Freedom of Information

GDPR

Graffiti

Grant Making

Information Security

Lone Working

Media Relations

London Bridge Protocol

Planning Protocol

Publication Scheme

Recruitment and Selection

Retention of Documents

Management of Outdoor Surfaces

Social Media

Subject Access Request

Training and Development

Tree Policy

Unreasonably Persistent Behaviour